



TRANSIENT PERMISSION APPLICATION
OFFICE OF THE REGISTRAR

Please allow 3-5 business days for processing and approval.
All correspondence will be sent to your Mocs email.

Please return this form to the Office of the Registrar, 2nd floor of the Buckner Building or registrar@flosouthern.edu.

IMPORTANT INSTRUCTIONS:

- If the requested course is being offered at Florida Southern College during the intended transient term, your application will **not** be approved.
- Dean's approval is required for all transient applications.

CURRENT INFORMATION: Fill out completely.

Name: _____ FSC ID #: _____

Permanent Address: _____

City: _____ State: _____ Zip: _____

Cell Phone: (_____) _____ - _____ Anticipated Graduation Term/Year (e.g. Spring 2023): _____

Major: _____ Advisor: _____

TRANSIENT INSTITUTION INFORMATION: Fill out completely.

Transient Institution: _____

City: _____ State: _____ Zip: _____

FOR OFFICE USE ONLY:

YR: _____
ACC: _____
SEM: _____ QTR: _____

What requirement are you trying to fulfill?

Check all that apply: GenEd Major Minor Degree Elective

Session: Fall / Spring / Summer Start Date: _____ End Date: _____

Course Prefix and # of Transient Institution	Course Title	Credit Hours	FSC Course Prefix and # (e.g. ENG 1005)

Session: Fall / Spring / Summer Start Date: _____ End Date: _____

Course Prefix and # of Transient Institution	Course Title	Credit Hours	FSC Course Prefix and # (e.g. ENG 1005)

YOU MUST READ AND SIGN THE BACK OF THIS APPLICATION

DEAN'S APPROVAL IS REQUIRED TO BE ELIGIBLE FOR TRANSIENT:

*This approval is for eligibility only, not for course approval.

DEAN'S SIGNATURE: _____ DATE: _____

I AGREE TO THE FOLLOWING:

- I must submit the Transient Enrollment Verification (form will be attached to approval) to the attending institution school official/Registrar.
 - The completed form must be returned to FSC by email registrar@flsouthern.edu /fax 863-680-4565 within the first 10 days of the course(s).
- I must, upon completion of my transient course(s), have an official transcript of my transient work sent directly from the transient institution to:

**Florida Southern College
Office of the Registrar
111 Lake Hollingsworth Drive
Lakeland, FL 33801-5698**

I UNDERSTAND THE FOLLOWING:

- Any approval tentatively given for the above course(s), will be nullified if I do not pre-register for the upcoming semester.
- My cumulative grade point average must be at least a 2.0 at FSC when course(s) are taken at another institution.
- I must earn a "C" or higher grade in order for my course(s) to be accepted for transfer back to FSC (C- will not transfer).
- 50% of any major and/or any minor must be earned at FSC. Study Abroad coursework is transient, and not FSC credit.
- A Florida Southern College grade point average (GPA) cannot be improved by taking course(s) at another institution - transfer grades earned do not affect my FSC GPA.
- I am limited to two courses per term.
- I must have met all prerequisites for the transient institution's course(s).

STUDENT'S SIGNATURE: _____ DATE: _____

If you have any questions – please call 863-680-4127 or email registrar@flsouthern.edu

OFFICE USE ONLY

Revised Jan 2024

Local Hours _____
 Transfer Hours _____
 Currently Enrolled _____
 Requested Hours _____
 Total Hours _____

Current Student: Yes / No Program: Day / Evening

Current FSC GPA: _____

Registered for next semester: Yes / No

Entered into spreadsheet on ____/____/____ Initials _____